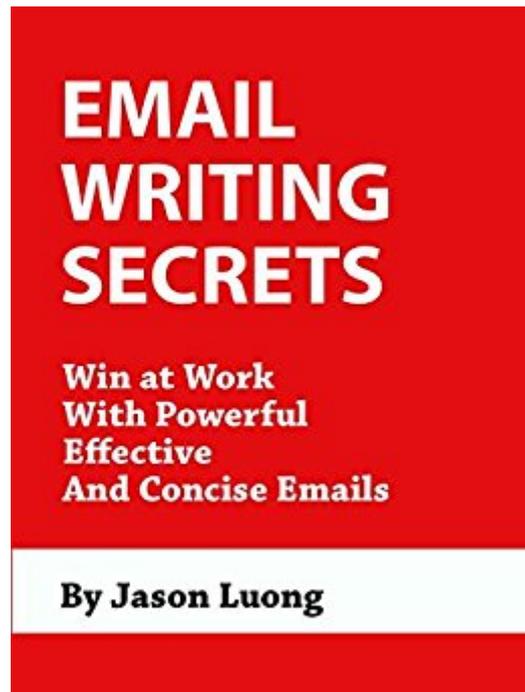


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# Email Writing Secrets - Win At Work With Powerful, Effective, And Concise Emails



## Synopsis

Do your emails get read? Are you able to communicate effectively via email? If you have doubts, then this book is for you. If you're not sure how to write, structure, or convey your messages clearly through email, then read this book now. As a follow-up to my other title, *Email Management Secrets*, this book will show you how to write effectively, convey your thoughts clearly, and get your message across in a way that is both professional and thorough, so you'll be recognized as a true professional and major player in your industry. Stand out from the crowd. This book will teach you: Exactly how to structure emails properly and to write well; learn what to write and what not to write (don't ruin your career); craft better, professional email messages so you'll shine as an email superstar; how to uncover hidden questions, provide complete responses, and impress your boss and colleagues with every click of the 'send' button; how to write clearly to avoid misunderstands; and much more. Packed with over a decade of business management and writing experience, this book will help you overhaul your emails so you'll climb the career ladder faster, get promoted quicker, and realize your dreams of becoming a major player in your industry. Learn to succeed today. Let's begin our journey together!

## Book Information

File Size: 132 KB

Print Length: 21 pages

Publication Date: November 27, 2014

Sold by: Digital Services LLC

Language: English

ASIN: B00Q9YZBZU

Text-to-Speech: Enabled

X-Ray: Not Enabled

Word Wise: Enabled

Lending: Not Enabled

Enhanced Typesetting: Enabled

Best Sellers Rank: #405,520 Paid in Kindle Store (See Top 100 Paid in Kindle Store) #49

in Kindle Store > Kindle eBooks > Business & Money > Skills > Office Management #144

in Books > Business & Money > Processes & Infrastructure > Office Management #230

in Kindle Store > Kindle eBooks > Business & Money > Skills > Business Writing

## Customer Reviews

This book is great, gives general tips in writing emails especially for beginners. Simple and useful . It would be better if it has specific details and examples.

Concise book, which is great. But I think it could be more specific.I would recommend a read.

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